

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY, CALIFORNIA
AND RECORD OF ACTION**

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July 29, 2003

FROM: ED KIECZYKOWSKI, County Librarian
Library

SUBJECT: PURCHASE ORDER WITH SIRSI CORPORATION

RECOMMENDATION:

1. Find it in the best interest of the County to continue to contract with Sirsi Corporation [SIRSI] as a sole source provider of services related to maintenance of the County Library's automated circulation system.
2. Authorize the Purchasing Agent to issue a purchase order to the Sirsi Corporation in the amount of \$37,000 for maintenance of the Library's automated circulation system, from July 1, 2003 through June 30, 2004.

BACKGROUND INFORMATION: On August 27, 1990, the Board approved Agreement #90-1434 in which Data Research Associates [DRA] provided the County Library with an automated database and circulation system software program. DRA was acquired by the Sirsi Corporation and holds exclusive rights to DRA's software and programming. Since the DRA software is proprietary, maintenance of this system can only be secured through SIRSI. An RFP to solicit other library automation vendors to provide maintenance of a library circulation system would require replacement of the entire software program and potentially the hardware on which the software operates. Accordingly, the Board designated SIRSI as a sole source provider on July 30, 2002, and authorized the continuance of maintenance for this software through FY 2002/03. The Library is now requesting authorization for an additional year of maintenance of the DRA system through Sirsi as the most cost effective approach for maintaining the Library's automated circulation system.

County policy requires departments to seek Board of Supervisors approval when contracting for services in excess of \$25,000 per fiscal year. Approval of this action would authorize the Purchasing Agent to proceed with the purchase order in accordance with County policy. Contracting with Sirsi Corporation as a sole source procurement for these services is an approved exception to County Policy 11-05.

REVIEW BY OTHERS: This agenda item has been reviewed by the County Administrative Office (Tom Forster, Administrative Analyst) on July 21, 2003, County Counsel (Dawn Stafford, Deputy County Counsel) on July 17, 2003, and has been coordinated for procurement with the Purchasing Department (Aurelio De La Torre, Purchasing Agent).

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FINANCIAL IMPACT: The amount of the purchase order (\$37,000) is appropriated in the County Library's FY 2003/04 budget and represents a \$6,000 decrease from the previous year's amount of \$43,000.

COST REDUCTION REVIEW: The County Administrative Office has reviewed this agenda item and concurs with the department's proposal and recommends this action because contracting with Sirsi Corporation is the most cost-effective method of maintaining County Library's automated circulation system. Other alternatives would involve significant financial outlays for a new software program and hardware purchases.

SUPERVISORIAL DISTRICT(S): All

PRESENTER: Ed Kieczkowski, 387-5721

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